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LIBRARY OF CONGRESS INFORMATION BULLETIN

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REORGANIZATION DOCUMENT REPRINTED IN THIS ISSUE

"Restructuring the Organizational Units of the Library: A Background Document" appears as an appendix to this issue of the LC *Information Bulletin* (see pp. 245-252) under the heading of "Change at the Library of Congress," the ninth in this series. The document provides general background information on the reorganization of the Library which was described in Special Announcements 884 and 885 (reported in the LC *Information Bulletin* of March 31, pp. 214-215 and 223-224). Its purpose is to indicate how existing units of the Library will be affected and the rationale for the changes. The approximate numbers of employees given in the background document for affected units are given only to suggest a general sense of the size of the unit; they are not exact and should not be taken as such. The background document is *not* meant to be a vehicle for implementation but rather a means to convey to managers and interested staff more of the details of the changes in the Library that will be effected over the coming months.

As has been announced, implementation of the reorganization will proceed over the coming months in accordance with LCR 2026.

Additional copies of the background document are available from the Planning Office, LCB-305, ext. 6234. Specific questions on the reorganization should be addressed to appropriate supervisors and union representatives.

McGHEE NAMED TO BOARD POST FOR CENTER FOR THE BOOK

George C. McGhee, former ambassador to Turkey and to the Federal Republic of Germany and former chairman of the board of *Saturday Review,* has been named chairman of the National Advisory Board for the Library's Center for the Book. Librarian of Congress Daniel J. Boorstin announced Ambassador McGhee's appointment on March 23 at the second general planning meeting held to discuss the Center's development. The first planning session was held on October 20, 1977, one week after approval of Public Law 95-129, which established the Center. Its purpose was to solicit ideas about potential activities. The March 23 meeting, attended by 20 individuals representing the book and educational communities, focused on the Center's organizational structure.

Mr. McGhee has long been active in governmental and civil affairs. He is past chairman of the Urban Coalition, the Business Council for International Understanding, and the National Associates Board of the Smithsonian Associates, and is active in the Aspen Institute for Humanistic Studies, the Council for Economic Development, and the Asia Foundation. A professional geologist, he was a Rhodes scholar at Oxford University where he received the D. Phil. degree in 1937.

Individuals from throughout the book community will be invited to serve on the Center's Board of Advisors. Organizations interested in the Center's

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activities will be invited to join as well. The Steering Committee, also chaired by Mr. McGhee, will be formed this spring and the full Board of Advisors will meet for the first time this fall. In the meantime the Center is continuing its specialized planning meetings and programs. On April 13 and 14 a planning meeting will be held to discuss its potential role in encouraging the study of books and printing. On April 26-27, in cooperation with the U.S. Office of Education, it is sponsoring an invitational seminar on "Television, the Book, and the Classroom." John Y. Cole is the Center's executive director.

FORMER LIBRARIAN OF CONGRESS WINS NATIONAL LITERATURE MEDAL

Archibald MacLeish, Librarian of Congress from 1939 to 1944, has been named the recipient of the 1978 National Medal for Literature, America's most prestigious award in the field of letters. The award of $15,000 is conferred annually on a living American writer for the excellence of his or her total contribution to the world of letters. The award also includes an inscribed bronze medallion designed by Leonard Baskin. This year's award presentation–the twelfth–took place on Thursday, April 6, at an invitational black tie dinner at the New York Public Library.

The author of over 40 works, Mr. MacLeish has received three Pulitzer Prizes, the Bollingen Prize in Poetry, the National Book Award, and the "Tony" (Antoinette Perry) Award. He is a member of the American Academy of Arts and Letters (its president from 1953 to 1956) and a Fellow of the Academy of American Poets. He was awarded the Presidential Medal of Freedom in 1977.

In addition to his service as Librarian of Congress, Mr. MacLeish was director of the United States Office of Facts and Figures, assistant director of the Office of War Information, and Assistant Secretary of State during the 1940s. In 1949, he was named Boylston professor of rhetoric and oratory at Harvard University, remaining there until 1962, and from 1964 until 1967, he was Simpson lecturer at Amherst College.

The National Medal for Literature is endowed by the Guinzburg Fund in memory of the late Harold K. Guinzburg, founder of Viking Press. Mr. Guinzburg was also one of the organizers of the National Book Committee, the sponsor of the award from its inception until 1974. In 1976 and 1977, the medal was sponsored by the American Academy and Institute of Arts and Letters, and this year it came under the auspices of the New York Public Library.

Former recipients of the National Medal for Literature have included four former consultants in poetry to the Library of Congress–Conrad Aiken, winner in 1969; Robert Penn Warren, in 1970; Allen Tate, in 1976; and Robert Lowell, in 1977.

POETS BETH AND NELSON BENTLEY TO READ AT LC ON APRIL 24

Beth and Nelson Bentley will read their poetry in a program on Monday, April 24, in the Library's Coolidge Auditorium. The reading, sponsored by the Gertrude Whittall Poetry and Literature Fund, will begin at 8 p.m. No tickets are required.

A native of Minnesota, Beth Bentley received a bachelor's degree in English from the University of Minnesota and a master's degree at the University of Michigan, where she won a Hopwood Award for a novel and where she met her future husband, Nelson

Research on City of Washington: An Illustrated Guide, *compiled by the Junior League of Washington and published last year, led to the discovery of many interesting letters written from the Federal city, especially during the Civil War. The letter reproduced here, however, was written some 20 years after the war and deals, in part at least, with the planning for the new Library of Congress Building.*

The author of the letter, which is owned by the Indiana Historical Society, was Lewis Wallace, an early governor of Indiana, a Civil War general, and later governor of the New Mexico Territory and U.S. Minister to Turkey. He is perhaps best remembered as the author of Ben Hur: A Tale of the Christ.

Wallace was obviously enthusiastic about the new Library building, calling it "one of the wonders of the earth," but erred in placing the structure in "the northwest corner of the garden adjoining the capitol" rather than in the southeast.

The Library grows visible. Books, books — a mountain of books! How very delightful to sit among them, and lift your eyes from book or picture to the alcoves and balconies, stories in light, and follow the shelves extending into dim perspective! How the gold lettering on the grounds of scarlet and green illuminates the shadows and seems to people the silence! How intuitively visitors, entering the domed space, uncover their heads and move across the library on tiptoe, and speak in whispers! 250,000 volumes! What labor they represent, and what labors, the kindred of all cultured times, and of all nations! That Lambert will overflow the walls. A new building is projected. Sixty plans are already submitted by as many architects. The site chosen is the northwest corner of the garden adjoining the capitol. Think of a building four stories, a quadrangle 400 feet on each side, in the centre a circular reading room 100 feet in diameter, from which in all directions the deep alcoves radiate — a building to hold 3,000,000 volumes. Such is the design! When you and your first men at least make up your minds, as you might at once, to have in Washington, the Library will be more than an attraction — it will be a wonder, one of the wonders of the earth. And the poor scholar, looking hungrily from afar, will envy you the privilege of spending your leisure in the Library sanctuary, and the happiness thereof

Bentley. She has published two collections of poetry with Ohio University Press–*Phone Calls from the Dead* (1971) and *Country of Resemblances* (1976). Other publications include two chapbooks, *Field of Snow* (Madrona Press, 1973) and *Philosophical Investigations* (Sea Pen Press, 1977). For the past 12 years, she has taught, first at a community college and, more recently, in programs for gifted children. In 1976-77 she received a National Endowment for the Arts writer's grant.

Nelson Bentley was born in Elm, Mich., in 1918. He received bachelor's and master's degrees from the University of Michigan, where he won Hopwood Awards in 1940 and 1942. He has been an associate professor of English at the University of Washington in Seattle since 1952. Four hundred and fifty of his students in the University of Washington poetry workshops have published nationally. He was co-founder of *Poetry Northwest*, director of Pacific Northwest Poets programs on KCTS-TV in Seattle from 1959 to 1972 and on radio station KUOW-FM from 1959 to the present. His Castalia series of University of Washington student poets has offered 450 programs since 1971. He is currently poetry co-editor of *Seattle Review*. His poems appear in many literary journals, including *Northwest Review*, *Poetry*,

Inscape, Counter/Measures, and *Prairie Schooner,* and in several anthologies, among them *A Poet's Dozen: Fourteen Northwest Poets, Seattle Poets, Vernon Watkins, 1906-1967,* and *Love's Aspects,* edited by Jean Garrigue. His books of poetry are *Sea Lion Caves* (Swallow, 1966), *Grayland Apocalypse* (Bonefire Press, 1971), *A Day at North Cove* (Raven's Mask Press, 1974), *Moose Call* (Jawbone Press, 1977), and *Iron Man of the Hoh* (Copper Canyon Press, 1978).

FINAL JUILLIARD CONCERT OF THIS SEASON SET FOR FRIDAY, APRIL 28

The Juilliard String Quartet will present its final concert of this season at the Library of Congress on Friday evening, April 28. For this concert, Robert Mann and Earl Carlyss, violins; Samuel Rhodes, viola; and Joel Krosnick, violoncello will perform Quartet in D major, K. 575 by Wolfgang Amadeus Mozart, Quartet No. 2 by Elliott Carter, and Quartet in F major, Op. 135 by Ludwig van Beethoven.

The concert is sponsored by the Gertrude Clarke Whittall Foundation in the Library, and members of the quartet will be using Stradivari instruments presented to the Library by Mrs. Whittall in 1935-36. The same program will be presented on Thursday evening, April 27, to guests of the Gertrude Clarke Whittall Foundation.

The concert on Friday evening will begin promptly at 8 p.m. in the Coolidge Auditorium. Tickets will be distributed by Patrick Hayes, 1300 G St. N.W., beginning at 8:30 a.m., Monday, April 24. A service charge of 25 cents is placed on each ticket, and only two tickets are distributed to an individual. Telephone reservations may be made on Monday morning by calling 393-4463. Mail orders are not accepted.

The concert on Friday evening will be broadcast live by radio station WETA-FM, and made available to stations in other cities through the Katie and Walter Louchheim Fund in the Library of Congress.

On Friday evening, May 5, the National Symphony Woodwind Quintet and guest artists will present the final concert of the 1977-78 season at the Library of Congress.

AFFIRMATIVE ACTION COORDINATOR FOR THE HANDICAPPED SOUGHT

The Library is asking for nominees from staff members, from departments, and from officially recognized labor organizations to serve as volunteers to fill the job of coordinator of affirmative action for the handicapped and as members of an action committee to assist the coordinator.

The coordinator and committee will be responsible for advising and assisting the Library in developing and conducting an affirmative action program in the Library of Congress for applicants and staff members with handicapping conditions. Criteria for selection by The Librarian for these positions will include an interest in and knowledge of programs and activities for those with handicapping conditions, with particular emphasis on leadership ability or potential.

The coordinator will serve for a three-year term and the committee members for two years. The committee will be made up of four members, chaired by the coordinator and meeting periodically at the call of the coordinator.

Persons interested in serving in these posts should forward their qualifications and reasons for wishing to serve to the Personnel Office by April 28. Nominees from departments and officially recognized labor organizations should also be submitted by April 28.

DIVIDEND INFORMATION CORRECTED

As announced in the March 31 issue of the LC *Information Bulletin* (p. 217), the Library of Congress Credit Union has declared a seven percent dividend for the quarter ending March 31. This is made up of a 6 1/4 percent regular and 3/4 percent special dividend. The seven percent dividend, the highest permitted by law, is the second consecutive one paid by the Credit Union. Dividends were posted to members' accounts on April 1.

STAFF NEWS

RETIREMENT

Louis P. Katzman, copyright examiner in the Literary Section, retired February 21 after 37 years of Federal service, most of it in the Library of Congress.

At the beginning of his career with the Library in 1941, Mr. Katzman was employed as a check stand attendant and later as an elevator operator. He then secured a clerical position in the Legislative Reference Service. Mr. Katzman worked in the Law Library at

Stow Wengenroth, a leading American lithographer for nearly 50 years and a member of the Library's Pennell Committee from 1937 to 1955, died in January at the age of 71. As a member of the committee to select prints for purchase for the Library's permanent collections, he was instrumental in shaping the growth of the holdings in 19th- and 20th-century prints.

He was the recipient of many awards over the years. The Lithographs of Stow Wengenroth 1931-1972 *was published in 1974.*

Pictured on the left is Wengenroth's lithograph entitled "Untamed" (1947), which is from the collections of the Library's Prints and Photographs Division.

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the Capitol, where his duties included answering inquiries from judges and Congressional staff.

After serving overseas during World War II with the U.S. Army, he returned to the Library of Congress in 1946 and began working as a clerk/typist in the Examining Division of the Copyright Office. He became a copyright examiner in that division in 1951. During his over 26 years as an examiner, Mr. Katzman worked in the Periodicals Section, Miscellaneous Section, Arts Section, and Book Section.

Mr. Katzman received a Superior Award in 1971 for his "high quality of work" and his "willingness to assist other Sections of the Examining Division with backlogs they encounter. . . ." Throughout his years as an examiner, Mr. Katzman was commended for the large quantity of work he accomplished.

He was well known in the Copyright Office for his quick wit and friendly manner with other employees and with the public. Mr. Katzman was given a retirement luncheon on his last day at the Copyright Office.

PERSONNEL CHANGES

Lucinda E. Leonard, former leader of the Users Support Project in the MARC Development Office, joined the Federal Library Committee as FEDLINK network coordinator effective March 10.

Miss Leonard came to the Library of Congress as a special recruit in September 1967. Following the program, she cataloged French monographs in the Descriptive Cataloging Division. She joined the Projects Staff of the Information Systems Office in March 1969 as an Information Systems Research Analyst, to develop an ASCII Convert Program and the Multiple Use MARC System (MUMS) tag sequence number and subrecord processing design specifications.

As an information systems research analyst, Miss Leonard contributed to the Automated Process Information File (APIF) specifications and developed, with the Exchange and Gift Division, the automation of the index to the *Monthly Checklist of State Publications.* As leader of the Users Support Project, she supervised and coordinated the user activities supporting the Library's on-line MUMS systems and batch retrieval and book catalog services.

She has participated in the Council on Library Resources Working Party on Formats for Journal Articles and Technical Reports, The Librarian's Task Force Subcommittee on Personnel, the Committee on the Processing Department's Orientation Program (COPDOP), and the Library's labor-management hearings as vice president of the Association of Data Processing Employees (ADPE).

Miss Leonard received a bachelor's degree in English from Northeastern University, Boston, Mass., in 1966, a master's degree in library science from Drexel University, Philadelphia, Pa., in 1967, and a master's degree in business administration from George Washington University, Washington, D.C., in 1977.

She is a member of the Library Management Division of the Special Libraries Association (SLA), the

Data Processing Management Association (DPMA), the American Society for Training and Development (ASTD), the Association for Computing Machinery (ACM), and Phi Kappa Phi, Drexel University.

Appointments: Christine Beebe, clerk, GT-2, Photo, OP 1-100; Reba Hodge, clerical assistant, GS-3, CIP, 5420; Mary Lee, clerk-typist, GS-3, Cop Acq & Proc, OP 7-200; Shirley Minehart, cataloging editor, GS-9, Cat Publ, 5426; Mark Mulligan, editorial assistant, GS-4, CRS D, 5200; Horace Smith, programmer, GS-9, CDS, 5333; Gary Stevens, assistant chief, computer service center, GS-13, ISO, 5440; Joetta Taylor, clerk-typist, GS-3, Cop Acq & Proc, OP 7-2; Terry Thompson, copyright examiner, GS-9, Cop Exam, 5287; Dorris White, filer-searcher, GS-4, Loan, 5456.

Temporary Appointments: Pamela Abrams, library aid, GS-1, CRS F, NP; Erin Ainsworth, library aid, GS-3, MARC Ed, NP; Melvonna Ballenger, clerk-typist, GS-3, Pers Clas, 5328; Susan Bishop, library aid, GS-1, CRS Ed, NP; William Doolan, deck attendant, GS-3, S&R, RS-113; Stuart Dunwoody, library aid, GS-1, CRS F, NP; Marcia Featherston, library aid, GS-3, Cat Mgmt, NP; Kate Ginman, editorial assistant, GS-5, CRS E, 5430; Stephanie Griz, library aid, GS-3, Ord, NP; Ann Harkins, library aid, GS-1, CRS F, NP; Patricia Hollinger, library aid, GS-3, E&G, NP; Joseph Lanzalaco, deck attendant, GS-3, S&R, OP RS-113; David Nispel, library aid, GS-1, CRS F, NP; Linda Schoenheimer, library aid, GS-3, NUCPP, NP; Nina Shafran, library aid, GS-1, CRS F, NP; Janet Weisenford, library aid, GS-1, CRS F, NP.

Transfer: Yvonne Collins, S&R, to clerical assistant, GS-3, CIP, 5420.

Resignations: Wallace Bowman, CRS ENR; Claire Geier, CRS SPR; Stephen Glass, Desc Cat; Regina Poole, CRS A.

STAFF ACTIVITIES

Elena Bradunas of the American Folklife Center contributed an article, "An Urban Hermit," to *Indiana Folklore,* Journal of the Hoosier Folklore Society (Vol. 10, No. 2, 1977). The issue is made up of essays written by members of Indiana University's fieldwork team that conducted a two-year research project in Gary, Ind., and surrounding communities. Other members of the Indiana fieldwork team who contributed to the journal and who have been contracted by the Library of Congress to work on the American Folklife Center's field projects in Chicago, Ill., and Georgia are Thomas Adler, Philip George, and Richard March.

Charles A. Goodrum, director of the Office of Planning and Development, was one of three authors nominated by the Mystery Writers of America, Inc. for an "Edgar" Award (named for Edgar Allan Poe) for a best first novel. Mr. Goodrum's mystery, *Dewey Decimated,* was published last year by Crown. Other nominees this year were Bob Randall's *The Fan* and Robert Ross' *A French Finish* (this year's winner).

The newly refurbished food facility in Building 159 in the Navy Yard, which is largely occupied by Library of Congress offices, was reopened in early March. A bright plaid carpet and nautical decorations, together with new furnishings, have enlivened the area considerably. Deputy Librarian William J. Welsh, who toured the facility and announced the official reopening, Associate Librarian for Management Edmond L. Applebaum, and Federal Library Committee Executive Director James P. Riley are pictured (left to right) in the background.

Lenore S. Maruyama of the Network Development Office delivered a paper on "The Library of Congress and Its Role as the National Bibliographic Center" at the annual institute of the Library Association of the City University of New York on March 22 in New York City. The institute, on the theme of "Libraries On-Line," was held in affiliation with the College and University Libraries Section of the New York Library Association and the New York Chapter of the Special Libraries Association.

Vittorfranco S. Pisano, a senior legal specialist in the European Law Division, has conducted a course on *"Eurocommunism: Concept and Trends"* during the Spring Session of the School for Summer and Continuing Education, Georgetown University. In conjunction with the course, he prepared a background paper for his students on "An Approach to

the Study of 'Eurocommunism.' "

Miklos K. Radvanyi, a legal specialist in the European Law Division, is author of an article titled "Socialist Legality as a Political Instrument of the Communist Party" that has appeared in the Hungarian periodical *Katolikus Szemle* (Catholic Observer), published in Rome in December 1977.

ANNOUNCEMENT

The WRA Choral Society will present a concert of contemporary gospel music in the Coolidge Auditorium at 11:45 a.m. on Tuesday, April 25. The music for this concert was composed by John Watson, Descriptive Cataloging Division, who will also direct the program and serve as accompanist.

The Scholars Committee will hold its monthly colloquium on Friday, April 28, at 2:30 p.m. in the Wilson Room. The topic is "In Quest of the Public Interest: Government Management of Energy and the Media Response," and the speakers are Harold Sharlin, visiting scholar with the Department of Energy on leave from the University of Iowa, and Edmund Lambeth, director of the Washington Reporting Program of the School of Journalism at the University of Missouri. All interested staff are invited to attend.

LIBRARY OF CONGRESS PUBLICATIONS

Accessions List: Bangladesh. ISSN 0090-8304. Vol. 6, No. 2. December 1977. Includes the cumulative list of serials and author and subject indexes. Continuing subscriptions free to libraries upon request to the Field Director, Library of Congress Office, American Embassy, New Delhi, India.

Accessions List: Eastern Africa. ISSN 0090-371X. Vol. 10, No. 6. November 1977. Includes a cumulative main and added entry index for the monographs listed in the annual volume. Continuing subscriptions free to libraries upon request to the Field Director, Library of Congress Office, American Consulate General, Karachi, Pakistan.

Accessions List: Pakistan. ISSN 0041-777. Vol. 16, No. 12. December 1977. Includes annual cumulative list of author and subject indexes. Continuing subscriptions free to libraries upon request to the Field Director, Library of Congress, American Consulate General, Karachi, Pakistan.

Accessions List: Sri Lanka. ISSN 0090-3736. Vol. 11, No. 2. December 1977. Includes cumulative list of serials and author and subject indexes. Continuing subscriptions free to libraries upon request to the Assistant Field Director for Special Operations, Library of Congress Office, American Embassy, New Delhi, India.

New Serial Titles–Classed Subject Arrangement. ISSN 0028-6699. March 1978. (40 p.) Prepared under the sponsorship of the Joint Committee on the Union List of Serials and published monthly by the Library of Congress. For sale by the Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, for $50 a year.

The following circulars have been issued by the Copyright Office. Circulars should be requested by number and title and are free upon request to the Copyright Office, Library of Congress, Washington, D.C. 20559.

Copyright Fees Effective January 1, 1978. Circular R4. 1978. (2 p.)

How to Open and Maintain a Deposit Account in the Copyright Office. Circular R5. 1978. (2 p.)

Requirements for Maintaining a Deposit Account in the Copyright Office. Circular R5a. 1978. (2 p.)

Deposit of Copies or Phonorecords Without Accompanying Application or Written Request. Circular R7a. 1978. (2 p.) Outlines new requirements for deposit and registration and explains the Copyright Office's procedure for handling unaccompanied deposits.

Supplementary Copyright Registration. Circular R8. 1978. (2 p.) Explains procedure for correcting an error or amplifying information in a registration.

The Effective Date of Registration. Circular R8a. 1978. (2 p.)

Trademarks. Circular R13. 1978. (2 p.) Contrasts trademarks with copyrights.

Renewal of Copyright. Circular R15. 1978. (6 p.)

Duration of Copyright Under the New Law. Circular R15a. 1978. (4 p.)

Extension of Copyright Terms. Circular R15t. In Press. To be available at the end of April.

Reproduction of Copyrighted Works by Educators and Librarians. Circular R21. In press. To be available in mid-April.

How to Investigate the Copyright Status of a Work [For Use in 1977]. Circular R22. 1977. (8 p.)

Special Library Postage Rate for Books Mailed to the Copyright Office. Circular R30. 1978. (2 p.)

Ideas, Plans, Methods, or Systems. Circular 31. 1977. (2 p.) Defines what is and is not copyrightable in relation to ideas, plans, methods, or systems.

Blank Forms and Other Uncopyrightable Works. Circular 32. 1977. (2 p.) Defines what is and is not copyrightable.

Computing and Measuring Devices. Circular 33. 1977. (2 p.) Defines what is and is not copyrightable in relation to computing and measuring devices.

Titles, Names, Short Phrases. Circular R34. 1978. (2 p.) Defines what is and is not copyrightable in relation to titles, names, and short phrases.

International Copyright Relations of the United States. Circular R38a. 1977. (8 p.)

International Copyright Conventions. Circular 38c. 1977. (36 p.)

Radio and Television Programs. Circular 47e. 1977. (2 p.) Defines what is and is not copyrightable in relation to radio and television programs.

Authors' Publishing and Recording Arrangements. Circular 52. 1977. (2 p.)

Registration for Periodicals on Form TX. Circular R60a. 1978. (2 p.) Concerns how to determine the "author" of a periodical issue, how to complete the "author" line on Form TX, and how to register separately owned contributions.

Reproductions of Copyrighted Works for the Use of the Blind and Physically Handicapped. Circular R63. 1978. (4 p.) Describes the new procedure for granting permission to the Library of Congress to reproduce the work and distribute the copies solely for the use of the blind and physically handicapped.

Performances of Music on Coin-Operated Phonorecord Players. Circular R70. 1978. (6 p.) Discusses the compulsory license for jukebox performances.

Replacement Certificates for Coin-Operated Phonorecord Players. Circular R71. 1978. (4 p.) Concerns jukebox certificates of recordation.

Highlights of the New Copyright Law. Circular R99. 1977. (6 p.) Outlines the major changes in the copyright law.

Library of Congress Regulations: No. 211-11 (March 13) described the organization and functions of the American Folklife Center; No. 2015-12 (March 21) revised page 3 to give the correct LCR reference in Section 5.

Special Announcements: No. 882 (March 3) announced the appointment of Dana J. Pratt as director of publishing for the Library of Congress; No. 883 (March 17) announced the retirement of Elizabeth Hamer Kegan, Assistant Librarian of Congress for American and Library Studies; No. 884 (March 20) advised the staff on the Library of Congress reorganization; No. 885 (March 28) clarified the assignment of certain units in the Library's reorganization.

Press Releases: No. 78-23 (March 9) Library of Congress Will Exhibit 19th-Century Drawings of China; No. 78-24 (March 13) Program of Chinese Poetry and Music Slated for March 27 at Library of Congress; No. 78-25 (March 15) Elizabeth Hamer Kegan Retires After Three Decades of Federal Service; No. 78-26 (March 22) Miniature Book Exhibit Opens at Library of Congress; No. 78-27 (April 5) Katie Louchheim, Henry Taylor to Give Poetry Reading at Library of Congress.

APPENDIX

CHANGE AT THE LIBRARY OF CONGRESS
Restructuring the Organizational Units of the Library
A Background Document

Through the years, the organization of the Library has been refined and adjusted to reflect the developing goals and missions of the institution. We believe that another benchmark in the Library's development has been reached, and that a general restructuring with the addition of certain new elements is now appropriate. The specific changes are identified on a new organization chart, and are described, element by element, as follows.

The reorganization is based on the four major statutory missions of the Library. These are:

(1) to provide information and policy analysis to the Congress;

(2) to support the artistic-creative sector of the nation and protect its product;

(3) to support the nation's libraries and help them, for example, to secure bibliographic control over the world's publishing; and

(4) to serve the nation's scholarly-research audience and provide it with free and open access to the sources of knowledge it needs to do its work.

The suggestions for change stem from at least six sources:

(1) The new Center for the Book and the Council of Scholars are organizational entities created to carry out Mr. Boorstin's plans for increased interaction between scholars outside the Library and professionals and scholars within the Library, for closer ties with the Library's audiences, and for greater emphasis on the shaping and strengthening of the Library's collections.

(2) The changes affecting the Copyright Office represent a restructuring of that department as recommended by Barbara Ringer and a series of staff committees. The obvious purpose is to assist the office in coping with the new responsibilities and added volume beginning January 1 with the implementation of the Copyright Revision Act.

(3) The extensive changes in the area of service to the scholarly public stem from recommendations of the Librarian's Task Force on Goals, Organization, and Planning.

(4) The structure of the Congressional Research Service reflects changes which have already been implemented in CRS. They stem from the desire of Gilbert Gude as a new director to respond to concerns for the improvement of CRS coming from within CRS as well as from outside the service.

(5) Adjustments in the administrative area of the Library reflect continuing refinements by William Welsh and Donald Curran to clarify and sharpen administrative responsibilities in the managerial areas.

(6) In addition, the bridging and elimination of apparent overlaps and redundancies are the suggestions of the Office of Planning and Development.

The specific recommended actions for change are described below. For convenience sake, they follow the same general order as the new organization chart (reprinted in the March 31 issue of the LC *Information Bulletin* on pp. 214-215), reading from left to right, starting with the Office of The Librarian.

THE OFFICE OF THE LIBRARIAN

The effect of reorganization on the Office of The Librarian proper is to consolidate and further identify changes begun soon after the new Library administration took office in November 1975. The intention is to provide closer guidance to essential aspects of the institution by grouping managerial functions under an Associate Librarian for Management and by placing the principal extramural and publicly oriented activities under an Associate Librarian for National Programs. The title of The Assistant Librarian of Congress is changed to The Associate Librarian of Congress.

The administrative arrangement further clarifies and emphasizes the missions of the four major operations of the Library: CRS, Copyright, Processing Services, and Research Services. The Law Library has been excluded from reorganization pending further study.

For the purpose of this analysis the Office of The Librarian is considered to have three distinct administrative elements: Librarian's Office, Associate Librarian for Management, and Associate Librarian for National Programs.

The position of the Assistant Librarian of Congress for American and Library Studies is abolished and the

responsibilities of that office have been distributed as follows: the American Folklife Center to the Office of the Associate Librarian for National Programs; CONTU to the Office of the Associate Librarian for Management; the American Revolution Bicentennial Office and the Holmes Devise to the Manuscript Division under the director for special collections in Research Services.

ASSOCIATE LIBRARIAN FOR MANAGEMENT

This position replaces that of director of the Administrative Department. The incumbent has the responsibility for overseeing administrative/management areas which affect all of the operating departments. These functions are now in the Administrative Department, with the exception of Labor-Management Relations and CONTU, which are in the Office of The Librarian. The purpose for this change is to consolidate administrative functions which support the Library's operating programs.

Financial Management Office

Approximate number of employees: 45. No change.

Personnel and Labor Relations Office

Approximate number of employees: 100. Merger of all of the existing functions of the Personnel Office in the Administrative Department and the Labor-Management Relations and Appeals Office (now in the Management Policy Office in the Office of The Librarian).

Central Services Division

Approximate number of employees: 95. No change.

Procurement and Supply Division

Approximate number of employees: 40. No change.

Automated Systems Office

Approximate number of employees: 165. This represents a merger of the two major Library of Congress automation support units, the Information Systems and Bibliographic Systems Offices, which will be effected as time and resources permit. As automation becomes more an integral part of all of the Library's operations, it is imperative that all of the Library's computer support operations be linked administratively. This will enable Library managers to achieve a cohesive and realistic setting of priorities and allocation of resources Library-wide.

Photoduplication Service

Approximate number of employees: 145. No change.

Buildings Management Office

Approximate number of employees: 250. No change.

CONTU

Approximate number of employees: 12. Transferred from the Office of the Assistant Librarian for American and Library Studies.

EQUAL EMPLOYMENT OPPORTUNITY AND SPECIAL PROGRAMS

Approximate number of employees: 15. This is essentially a renaming of the current Management Policy Office. The purpose for this title change is to emphasize the Library's commitment to equal employment opportunity at the highest administrative level. This office will remain largely a "staff" office providing advice and assistance to The Librarian (with the exception of personnel security and position classification appeals adjudication), while the "line" operations of ongoing personnel activities will be carried out by the Personnel Office under the Associate Librarian for Management. The Labor-Management Relations and Appeals Office, which is now an established part of the Library's administrative structure, is moved so that it is more closely linked with other operational personnel programs.

OFFICE OF THE GENERAL COUNSEL

Approximate number of employees: 4. No change from present organizational arrangements.

LEGISLATIVE LIAISON OFFICE

Approximate number of employees: 2. No change from present organizational arrangements.

COUNCIL OF SCHOLARS

This is a new activity, directly responsible to The Librarian, which will add a new dimension to the services now offered by the Library and sharpen the Library's acquisition policies through more specialized, user-oriented recommending programs. The Council will consist of eminent scholars representing 14 broad subject fields: American History and Civilization, European History and Civilization, Asian History and Civilization, African and Middle Eastern

History and Civilization, Hispanic History and Civilization, Political Science and Government, Law, Business and Economics, Education and Behavorial Sciences, Humanities, Performing Arts, Fine and Applied Arts and Architecture, Science and Technology, and Books, Bibliography, and Librarianship.

The scholars will come to the Library on a rotating basis, perhaps for one-year terms, to work in their own fields, examine the Library's collections in their areas of specialization, and to work closely with the Library's specialists, particularly in the Collections Development Office. The scholars will be expected to assess the materials in their disciplines and not only make recommendations for strengthening and improvement, but also bring to the attention of their peers information about the resources of the Library.

CENTER FOR THE BOOK

Approximate number of employees: 1. The Center for the Book is a new unit in the Library, established to study the history and future prospects of the book and the role of the book in civilization. It will also promote books and reading. Like the Council of Scholars, it will bring a wide range of specialists to the Library. In studying various aspects of the book, such as book making, book publishing, and book collecting, and by initiating new programs, these specialists will draw on the Library's collections and enhance the services now offered by the Library to the general public and the intellectual community.

INTERNAL AUDIT OFFICE

Approximate number of employees: 4. No change from present organizational arrangements.

OFFICE OF PLANNING AND DEVELOPMENT

Approximate number of employees: 5. No change from present organizational arrangements.

LIBRARY ENVIRONMENT RESOURCES OFFICE

Approximate number of employees: 10. No change from present organizational arrangements.

COLLECTIONS DEVELOPMENT OFFICE

Approximate number of employees: 15. This new entity will provide a focus for Library-wide collection development operations. It will bring together in one place staff from the Acquisitions Unit of the Research Department, part of the office of the Public Reference Section from the Reader Services Department, and the Selection Office and the evaluations officer from the Processing Department.

The new office will be responsible for major policy decisions on content, custody, and storage of the Library's collections, a responsibility at present diffused. The office will work closely with the Council of Scholars, the Center for the Book, and, of course, the operating departments to develop guides and other controls over the Library's materials, identify and fill gaps, and generally shape the growth and contours of the collections.

This office will not be activated until further study is undertaken. In the meantime, collection development activities will proceed in the Office of the Assistant Librarian for Research Services and in Processing Services much as they are carried out at the present time.

ASSOCIATE LIBRARIAN FOR NATIONAL PROGRAMS

This is a renaming of the current office of Assistant Librarian for Public Education to direct its emphasis to programs and activities with an outward-looking focus. These are the activities which inform the Library's varied users about its collections and its programs and which provide national leadership in specialized areas to the library community.

National Library Service for the Blind and Physically Handicapped

Approximate number of employees: 160. This is a renaming of the Division for the Blind and Physically Handicapped (now in the Readers Services Department) as well as a new location to reflect its extensive outreach activities and the nationwide constituency it serves.

American Folklife Center

Approximate number of employees: 15. This unit is transferred from the Assistant Librarian for American and Library Studies to the Office of the Associate Librarian for National Programs. It will work closely with other offices in this cluster. The Archive of Folk Song (presently in the Music Division), which has a national reputation as a source of materials and expert knowledge in folklore in general as well as in folk music, will be merged with the Folklife Center. Because of its unique statutory base and its separate Board of Directors, it is appropriate that the Folklife Center be associated with the outreach programs under the Associate Librarian for National Programs rather than with other, more traditional, user-oriented services in Research Services. The two units together will offer specialized reference service to users and provide a central focus in the Library for

students and scholars of American folklore and folklife.

Network Development Office

Approximate number of employees: 7. The Network Development Office is placed under the Associate Librarian for National Programs. The removal of this office from the Office of The Librarian reduces his span of control and links this activity with others which are devoted principally to providing leadership in technical areas to the outside library community.

Children's Literature Center

Approximate number of employees: 5. This is a renaming of the Children's Book Section, now in the General Reference and Bibliography Division in the Reader Services Department, and a new location which more accurately reflects the principal focus of the unit. The section works very closely with other national and international organizations in the field of research, bibliographical, and analytical studies in children's literature. Since the Library of Congress does not serve children as readers, it is appropriate that this unit be placed administratively with others which interact principally with individuals and organizations "outside the walls" of the Library of Congress.

Federal Library Committee

Approximate number of employees: 6. Removal of this unit from the Office of The Librarian will reduce his span of control and place it with other offices whose main purpose is to forge linkages with the outside library community. Its administrative association with the Library of Congress, however, is merely one of convenience to the two parties, and thus its tie to the Associate Librarian is depicted as a dotted line. The Federal Library Committee is not an operating part of the Library of Congress structure.

Information Office

Approximate number of employees: 16. No change from present organizational arrangements.

Publishing Office

Approximate number of employees: 12. Renaming of present Publications Office to give it a more positive, active image.

Exhibits Office

Approximate number of employees: 7. No change from present organizational arrangements.

Educational Liaison Office

Approximate number of employees: 2. This represents an upgrading of the position of Educational Liaison Officer (currently in existence) in order to reflect a desire to do more to inform people about the Library of Congress and its programs, and to expand its responsibilities to include coordination of certain special events at the Library.

THE CONGRESSIONAL RESEARCH SERVICE

Approximate number of employees: 800. The modifications shown on this chart reflect changes which have already been implemented in CRS. They stem from the desire of a new director to respond to concerns for improvement both within CRS and outside (House Commission on Information and Facilities). A description of the duties of the four top managers in CRS below the director follows.

The deputy director has major responsibility for automated and other innovative services as well as for budget and administration.

The associate director for senior specialists has responsibility for the general coordination of the senior specialists functions performed in the service pursuant to Section 301 of the Legislative Reorganization Act of 1970.

The associate director for research, analysis, and review has responsibility for the general coordination of the research and policy analysis functions and for the coordination of multidisciplinary research performed in the service, other than the work of senior specialists, pursuant to Section 301 of the Legislative Reorganization Act of 1970.

The assistant director for assignment, reference, and special services has responsibility for the receipt and assignment of congressional inquiries to CRS divisions, has primary responsibility for the provision of quick-response reference and information services to the Congress, and oversees the specialized nonresearch services provided by CRS (such as graphics and translations).

THE LAW LIBRARY

Approximate number of employees: 90. The Law Library has been excluded from reorganization pending further study.

RESEARCH SERVICES

Approximate number of employees: 1,060. Research Services, one of the four principal mission areas of the Library of Congress, will be headed by an Assistant Librarian. This entity brings together, under three directors, 17 of the divisions of the Library that answer queries from the general public and guide it through the rich resources of the Library.

The purpose of this change is to allow for the development of a coherent program of service to users of the Library. This regrouping will provide the centralized direction needed in such areas as policy development, staff allocation, coordination of services offered, computer applications, preservation programs, and all other aspects of reader service.

National Referral Center

Approximate number of employees: 20. The National Referral Center as it exists today in the Science and Technology Division is an extremely efficient method of referring inquiries to other organizations which are doing research (or would have pertinent data) on many different subjects, primarily scientific. The proposed shift of this unit to the Research Services office represents an expansion (to cover all disciplines equally) and an eventual modification, over time, of its responsibilities. It will operate not only as an external "switching device" but also as an internal one, so that all inquiries from the public for information of a substantive nature which can best be answered using the Library's collections will be routed first to the Referral Center. There the determination will be made as to which division in Research Services can most appropriately respond to the inquiry, and it will be so routed. This will enable the Library to establish and maintain a more consistent policy in the treatment of such inquiries and provide a degree of control over them that does not exist at the present time. (This transfer and expansion of the NRC will not take place until further study is undertaken.)

Preservation Office

Approximate number of employees: 95. This represents a new administrative locale for most of the Preservation Office, which is now in the Administrative Department. The Collections Maintenance Office will be transferred to the new Collections Management Division under the director for general reference. The constant need to set and review the priorities in preserving our collections and the multiple ways by which materials can now be stored—bound, photocopied, microformed, digitilized, and so forth—have demonstrated the need for tying preservation administratively to day-by-day use. The rationale for the change is to link the decision-making process regarding the kinds of materials that should be preserved, and in what format, more closely with the divisions which have custodial and reference responsibilities for the collections.

The recently established National Preservation Program will continue as one of the functions of the Preservation Office. As time and resources permit, a number of possible innovations in the field of preservation will be explored. Among these are compiling a national preservation collection, developing preservation standards, devising a system of bibliographic control for microform negatives, coordinating activities involving the establishment of regional conservation centers, and exploring the possibilities of a degree program for conservators.

DIRECTOR FOR AREA STUDIES

This is a new position which will coordinate the activities of the five divisions which focus on the history and civilization of the nations of a major portion of the globe. Three of these divisions are now part of the Research Department. The African and Middle Eastern Division is an offshoot of the present Orientalia and General Reference and Bibliography Divisions. The American Division is new.

American Division

This is a new unit which will exist primarily on paper until additional resources can be secured. In the future the staff of this division will provide reference and research assistance to readers, similar to that now offered by the other area studies units, on the history and culture of North America. It will also have reference responsibility for the British Commonwealth. Additionally it will conduct a bibliographic program and assist collection development in the field of American studies.

European Division

Approximate number of employees: 20. This is the present Slavic and Central European Division augmented and renamed. It will provide coverage of all of Europe (excluding Britain, Spain, and Portugal) and will fill existing gaps in the Library's program and service. The aim is to have reference, bibliographic, and collection specialists as knowledgeable about France, Scandinavia, the Benelux countries, Switzerland, and Italy, as existing specialists now are about the nations of east and central Europe.

Asian Division

Approximate number of employees: 35. The Asian Division, formerly the Orientalia Division, reports to the director for area studies in Research Services. Its Near East and Hebraic Sections have been placed in the new African and Middle Eastern Division also in Research Services. The name change more nearly represents the scope of its responsibility.

Hispanic Division

Approximate number of employees: 12. The Hispanic Division, formerly the Latin American, Portuguese, and Spanish Division, reports to the director for area studies in Research Services. The name is more in keeping with the traditions of the unit (which was originally named the Hispanic Foundation) and with scholarly usage.

African and Middle Eastern Division

Approximate number of employees: 20. This is a new division, which unites the African Section from the General Reference and Bibliography Division of the present Reader Services Department with the Near East and Hebraic Sections from the Orientalia Division of the present Research Department. This grouping expresses the cultural and historical ties between Africa and the Middle East as well as the rising importance of Africa and the Middle East on the world scene.

DIRECTOR FOR GENERAL REFERENCE

This new position is created to oversee the six divisions responsible for providing reference and reader assistance to users of the Library's general book and periodical collections. The six units serve as the primary team for bringing the non-specialized holdings of the Library to the user in person, through loan, microform, photocopy, bibliographies, or research studies.

General Reading Rooms Division

Approximate number of employees: 90. This unit will bring together all of those who provide direct service to the reader in the general reading rooms. Thus it will bring into one division the Public Reference staff of GR&B, the Research Guidance Office staff, the Microform Reading Room staff, and part of the Reader Service staff (excluding special searchers) from Stack and Reader. The Correspondence Section, the Bibliographic Section, and the Union Catalog Reference Unit from GR&B will also be a part of this division.

Uniting all those who deal directly with the general readers will facilitate a coordinated reference service policy and will enable one division to have overall responsibility for the operations in the general reading rooms.

Serial Division

Approximate number of employees: 70. This unit is transferred from the existing Reader Services Department. It is placed under the director for general reference in recognition of the fact that it provides custody of the reference service regarding materials in the Library's collection of newspapers and unbound periodicals, the latter of which, when bound, enter the Library's general collections. The Serial Division reading room serves a general readership similar to users of the Main and Thomas Jefferson Reading Rooms.

Collections Management Division

Approximate number of employees: 120. This unit combines most of the current Stack and Reader Division with the Collections Maintenance Office now in the Administrative Department. The special searchers which are now a part of the Reader Service Section in Stack and Reader will become a part of this division rather than move with the rest of that section to the General Reading Rooms Division.

This change will bring together all staff who have responsibility for arranging, pulling, reshelving, and moving the Library's book collections and thus better coordinate the performance of these important duties. It is understood that part of this staff will continue to have general responsibility for moving and rearranging the Library's specialized collections as well.

Loan Division

Approximate number of employees: 60. This is transferred without change from the present Reader Services Department. Its responsibilities center around identifying, retrieving, and lending books and periodicals from the general collections to researchers, Congress, other agencies, and libraries around the world. Its heavy dependence on the general collections makes it an appropriate part of the responsibilities of the director for general reference.

Federal Research Division

Approximate number of employees: 175. This division is transferred from the Reader Services Department. It provides analyses and tailored reports, on a

contractual basis, to a number of Federal agency customers. The research done in FRD is based on a wide range of book and periodical materials drawn mainly from the general and serial collections of the Library.

Science and Technology Division

Approximate number of employees: 45 (plus NRC). This unit, which is now part of the Reader Services Department, also draws on the general collections of the Library for reference and research purposes. The National Referral Center will eventually be transferred from the division and placed in the office of the director of research services, where its responsibilities will be expanded to cover all areas of knowledge equally. Further study will be required, however, before this transfer can be implemented.

DIRECTOR FOR SPECIAL COLLECTIONS

This is a new position which encompasses many of the responsibilities of the current Research Department director with a number of modifications. The divisions reporting to this director generally are those with custodial responsibility for material in non-book format (special collections). Like the other entities in this new office, its principal functions are to maintain the collections and to provide service to the users of the materials.

Music Division

Approximate number of employees: 25. The Music Division will report to the director for special collections. Two major structural modifications are made with the intent of focusing the division's efforts on musiciology, music reference, and the presentation of music in concert. The Recorded Sound Section is transferred to the new Motion Picture, Broadcasting and Recorded Sound Division (see next item), and the Archive of Folk Song becomes part of the American Folklife Center under the Associate Librarian for National Programs (see p. 247).

Motion Picture, Broadcasting and Recorded Sound Division

Approximate number of employees: 70. This is a new division which is created in order to bring together a number of separate units with similar subject matter areas. It will unite the Motion Picture Section (from the present Prints and Photographs Division), the Recorded Sound Section (from the Music Division), and the newly mandated American Television and Radio Archives. The new division will make it possible to centralize the extensive tape and recording equipment (including the laboratory facilities) required and to share the technical staff needed to operate these units. It will also make it easier for readers to use the video, motion picture, or recorded sound collections, because this division will share a user facility with the Music Division in the James Madison Memorial Building. The unification should improve service and minimize costs, and it will permit a more rational sorting out of collections, which do not easily lend themselves to cataloging in a standard book format, for custodial and service purposes.

Prints and Photographs Division

Approximate number of employees: 25. This unit minus the present Motion Picture Section reports to the director for special collections in Research Services. The Motion Picture Section will become a part of the new Motion Picture, Broadcasting and Recorded Sound Division, as noted above.

Manuscript Division

Approximate number of employees: 45. This unit becomes one of the six divisions reporting to the director for special collections in Research Services. The American Revolution Bicentennial Office, which is now working on a major project involving the letters of the delegates to the Continental Congress, as well as the Holmes Devise, are transferred from the Office of the Assistant Librarian for American and Library Studies to the Manuscript Division.

Rare Book and Special Collections Division

Approximate number of employees: 12. This unit is moved intact to the director for special collections in Research Services. No internal changes are involved.

Geography and Map Division

Approximate number of employees: 35. This unit becomes one of the six divisions reporting to the director for special collections in Research Services. No internal changes are involved.

PROCESSING SERVICES

Approximate number of employees: 1,550. This is a modification of the current Processing Department's name to bring its title into conformity with the other primary mission areas of the Library of Congress. It is headed by an Assistant Librarian for Processing Services, with three directors for its three

functional offices (Acquisitions and Overseas Operations, Cataloging, and Catalog Maintenance, Production and Publication). The Selection Office and the evaluations staff from the Order Division will, at some future time pending further study, be transferred from Processing to the Collections Development Office in the Office of The Librarian. While these staff members will in all likelihood remain in physical proximity to the entry point for the Library's acquisitions, their eventual administrative location in the Collections Development Office is justified by the major role that they can and should play in the development, custody, and storage of the Library's collections.

THE COPYRIGHT OFFICE

Approximate number of employees: 550. To emphasize the importance of the Copyright Office as one of the four mission areas of the Library of Congress, the Register of Copyrights will also hold the title of Assistant Librarian for Copyright Services.

The Copyright Office has made a number of changes in its administrative structure to comply with the demands of the new copyright law. There has been a shift from one Assistant Register to two, creating a new tier of management to handle the office's increased responsibilities. Two new divisions are being organized and virtually every one of the remaining four will be in some way restructured. In addition, the Copyright Office library is being expanded in scope so that it will be able to provide enhanced services both to the staff and to the public.

The Assistant Register for Registration will be primarily responsible for coordinating the activities performed at the beginning of the workflow, such as the in-process control and acquisitions functions and the examining process.

The Assistant Register for Automation and Records will oversee the cataloging functions, the management of official records, the new licensing activities, and the information and reference functions, as well as the Planning and Technical Office.

The expanded emphasis on records called for in the new law has resulted in the creation of a Records Management Division which will plan and organize these record-keeping and archival functions. In doing so this division will incorporate many of the activities previously handled by the Service Division, as well as the Microfilm Project from the Reference Division.

The Licensing Division is the other new administrative unit. It has been created to handle the law's provision for licensing of jukeboxes and receiving and recording documents related to cable television. This involves, among other responsibilities, the coordination of policy and the collection of royalties.

The Examining and Cataloging Divisions will be altered internally to conform with the requirements of the new categories of materials set out in the legislation.

The Reference Division has been modified as noted above by transfer of certain of its functions to the Records Management and Acquisitions and Processing Divisions. The name of this division also changes to Information and Reference Division.

The Service Division has absorbed the Compliance Section from the Reference Division and transferred some of its record-keeping functions to the Records Management Division. The division's name has also been changed from Service Division to Acquisitions and Processing Division.

This restructuring is justified to ensure effective implementation of the new copyright law. Not only will the office's volume of work and types of responsibility increase sharply, but a number of staff will have to be added as well. As there has been no major reorganization in the Copyright Office since the 1940s (when the office numbered some 200 employees) it becomes even more essential that restructuring take place so that the office can meet its new responsibilities.

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